



SECURITY COOPERATION EDUCATION PROGRAMS GUIDE

November 2018

DEVELOPING THE SECURITY COOPERATION WORKFORCE





The Defense Institute of Security Cooperation Studies (DISCS) is the Defense Security Cooperation Agency's (DSCA) schoolhouse for educating the Security Cooperation workforce.

Mission

Educate the Security Cooperation Workforce to develop and execute innovative Security Cooperation solutions that support mutual U.S. and partner interests.

Vision

Conduct effective Security Cooperation education that enables whole-of-government efforts to build and maintain networks of relationships that achieve U.S. national security goals.

Values

- Integrity - Honesty, Responsibility, and Accountability
- Excellence - Knowledge, Commitment, and Professionalism
- Service - Dedication, Innovation, and Responsiveness

Mission Areas

1. Educate and train the Security Cooperation Workforce and the Security Cooperation Enterprise on effective security cooperation management policies, procedures, and techniques.
2. Enhance the long term professional development of the Security Cooperation Workforce through career and development programs.
3. Provide security cooperation research, consultation, and information dissemination for the Security Cooperation Enterprise.

Accreditation

Council on Occupational Education

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For questions on the curriculum please contact
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As your schoolhouse enters its 40th year of supporting the workforce, things are as dynamic as ever! Our name has changed to Defense Institute of Security Cooperation (DISCS) from the former DISAM. The course content transition from traditional security assistance to a broader security cooperation scope has been ongoing for years, but to capture it in a few words, much more is ongoing at DISCS! In keeping with DSCA's and DoD's emphasis on the development and professionalization of the workforce, DISCS is working hard to keep pace with DSCA initiatives to lead the Enterprise to meet the demands on security cooperation programs.



Over the past year, we have seen a lot of change at the schoolhouse to ensure SC curriculum development and scheduling of course offerings are aligned with the priorities and efforts across the community. DISCS did a bottom-up review and updated its mission and vision. We have restructured the organization to better support curriculum development and delivery, and revised the location and placement of classes to posture us to provide a 21st century learning environment to better develop the Security Cooperation workforce. It's not been a simple "cosmetic" name change, but rather a continuing transformation with much more to come. More details are available and kept current on our webpage and in the Security Assistance Management Manual. My hope is that all has been seamless for you and there are no hiccups in our supporting you.

We are working with DSCA Headquarters and the newly created Security Cooperation Workforce Development Directorate to design a workforce development program that will provide for more structured establishment and management of all Security Cooperation professionals. DISCS input will be the education and training piece of a greater overall effort to match skills with requirements with increased attention and resourcing on certification and career development in a broader sense.

To update you on what we currently provide the Enterprise, I'm providing you a "mini-catalog" that highlights our various courses in 30 pages. I hope it will be a good synopsis and tool that you can use to easily view the intended audience, objectives and content of each course. If you have any questions, please refer to our website or call/e-mail us at DISCS.

Thank you for your continuing support of DISCS. Our goal continues to be to support your organization and each individual student with the education and training that best meets today's requirements and tomorrow's challenges.

A handwritten signature in black ink that reads "Ronald H. Reynolds". The script is fluid and cursive.

Ronald H. Reynolds, DPA
Commandant

LEGEND OF SECURITY COOPERATION FUNCTIONAL SKILLS

BUILDING PARTNER CAPACITY / FOREIGN MILITARY SALES PROCESS: Focuses on FMS LOA and BPC Pseudo LOA lifecycles from concept to case closure. Details the pre-LOR, case development, and case execution phases, identifies responsible organizations and defines responsibilities.

INTERNATIONAL PROGRAMS SECURITY/TECHNICAL TRANSFER/END USE MONITORING: Focuses on principles and procedures of international technology transfer, export controls, foreign disclosure, and end-use monitoring.

REGIONAL STUDIES: Focuses on practical application of regional and country-specific political, military, economic, geographic, and cultural considerations, plus historic and current relationships with the U.S. in the Security Cooperation realm.

SECURITY COOPERATION ACQUISITION: Focuses on SC intersection points with the DoD acquisition enterprise to include: terms, relationships, customer involvement, pricing, agent fees, offsets, warranties, contract administration/audit, FMS/DCS comparison, armaments cooperation, LOA terms/conditions.

SECURITY COOPERATION FINANCIAL MANAGEMENT: Focuses on effective and efficient financial management of SC programs and cases throughout development, implementation, execution, and closure for BPC and FMS. Includes funds management, pricing, and performance reporting/billing.

SECURITY COOPERATION LOGISTICS: Focuses on supply chain management portion that plans, implements, and controls the efficient, effective, forward, and reverse flow and storage of goods, services, and related data between point of origin and point of consumption to meet customer's requirements.

SECURITY COOPERATION LEGISLATION, POLICY, AND PROGRAMS: Focuses on legislative policy pertaining to creating, maintaining, and funding of SC programs, prohibitions, congressional notifications, key regulations, and major players and organizations.

SECURITY COOPERATION PLANNING: Focuses on ends, ways, and means; from the highest level of strategic guidance, through both DoS and DoD planning processes, down to the SCO's level where specific country SC plans drive SC activities.

SECURITY COOPERATION TRAINING MANAGEMENT: Focuses on the Security Cooperation policies, processes and guidance for training international military students.

SECURITY COOPERATION ORGANIZATION OPERATIONS: Focuses on SCO responsibilities and duties to include relationships and interaction with DoS, DoD interagency, and industry personnel, as well as Embassy life and operational environment.

SC Policy and Planning	Page	BPC/FMS Managers	Page
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ADVANCED TRAINING COURSE (SCM-AT)

Audience: U.S. international training management community.

Objective: The Advanced Training Management Course (SCM-AT) provides members throughout the entire international training community an in-depth understanding of SC training policy issues enabling them to provide informed, constructive policy advice to senior DoD and DoS leaders. The course will also study automation tools and new automation initiatives being introduced to the training community. This will be accomplished through the use of expert guest lecturers discussing topical issues regarding current policy and its implementation procedures.

Course Description: The curriculum is designed to examine current international training policies and procedures, as well as current security cooperation training automation systems. The emphasis of the course is to examine the way current training programs are managed and understand why current policies and procedures are in place. Each offering of this course will be unique, creating a comprehensive approach to the impact of current policies and procedures on the total spectrum of security cooperation training programs. Flexibility in curriculum will be required to effectively carry out the objectives. The syllabus that follows represents the general structure of the curriculum, with the DISCS training functional coordinator being responsible for the specific content at the time of the course offering.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0900	Administrative Orientation	Combatant Command Training Program Management	Training Program Automation: DSAMS	English Language Training	Combating Terrorism Fellowship Program
0900-1000	Course Introduction		Training Program Automation: SC-TMS		Security Cooperation Organization (SCO) Perspective
1000-1100	SC Programs & Legislation & Policy Updates	Navy Training Program Management			
1100-1200	DSCA Training Program Management (1230-1320)	Army Training Program Management		FSP Evaluation	DISCS Mission 1100-1130
1300-1400	DSCA Policy Development	Air Force Training Program Management	Practical Exercise – Field Studies Program (FSP) Event	International Military Student Office (IMSO) Perspective	
1400-1500	International Military Student Health Affairs	DOD Leahy Vetting Law		DoS Training Program Management and Student Vetting	
1500-1600	Base Registration (LES)				

Audience: New SC personnel: junior to middle level.

Objective: The Security Cooperation Management CONUS Course (SCM-C) is designed for personnel who are new to the Security Cooperation workforce, and who work full time in Foreign Military Sales (FMS) and/or Building Partner Capacity (BPC) programs in CONUS. Through instructor and student dialogue and workshops, the course provides an enhanced understanding and application of the policies, procedures, methods, systems, and sequential actions necessary for the effective management of FMS and security cooperation programs.

Course Description: Topics addressed include legal foundations, technology transfer, program planning and coordination, international programs security, acquisition, contracting, pricing and financial management, logistics, training management, and the Security Cooperation Information Portal (SCIP). See the syllabus for more information on what will be covered and the duration in each lesson.

Daily take home quizzes are distributed Monday thru Thursday. A final quiz is administered in class on Friday afternoon, for a total of 20 questions for the week. Students must achieve a total score of 70% to pass the class. SCM-C lessons include exercises that reinforce the material learned during the Orientation Course-Online (SCM-OC-OL) and will simulate actual procedures, decision trees, work flows and situations associated with security cooperation.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday	
0800-0900	Welcome /Admin	FMS and BPC Sales Process	LOA Terms & Conditions	Logistics Principles and Application	Financial Management of SC Cases	
0900-1000	Course Orientation		International Defense Acquisition Policy		Security Cooperation Information Portal (SCIP)	
1000-1130	Legislation and Tech Transfer			Logistics Principles and Application		Financial Management of SC Cases
1230-1330	SCO Responsibilities		Training Management		Quiz #5	
1330-1430	FMS and BPC Sales Process					
1430-1530						
1530-1630	Quiz #1, Faculty Consultation, Survey	Quiz #2, Faculty Consultation, Survey	Quiz #3, Faculty Consultation, Survey	Quiz #4, Faculty Consultation, Survey	Course Survey and Graduation	

FINANCIAL MANAGEMENT COURSE (SCM-CF)

Audience: FMS financial management managers.

Objective: The Financial Management Course (SCM-CF) is designed to provide personnel who are directly involved in or concerned with Security Cooperation (SC) pricing, funds management, performance/delivery reporting, and billing; a comprehensive understanding and application of the policies, methods, systems, and actions necessary for the effective financial management of SC cases.

Course Description: The course encompasses a broad variety of topics, including the Arms Export Control Act and other statutory requirements; Department of Defense (DoD) implementing directives and manuals; SC pricing of materiel and services; flow and accounting of funds; the FMS trust fund; obligation and expenditure authority; payment schedules; performance reporting and reimbursement, including the delivery transaction/performance reports, FMS billing statement (DD Form 645), Defense Finance and Accounting Service (DFAS) feedback reports, the Defense Integrated Financial System (DIFS); and case reconciliation, and closure. The course is interspersed with studies of the organizations and functions concerned, including the military departments (MILDEPs) and the DFAS, and their interrelationship and involvement.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0900	Welcome Remarks/ Admin Orientation/ Course Introduction	Pricing	MILDEP Pricing Funds Workshop	MILDEP Speaker	Case Reconciliation and Closure Overview
0900-1000	Funds Management				Financial Aspects of BPC Programs
1000-1130					
1230-1330		MILDEP Pricing Funds Workshop	Performance Reporting / Billing	DSAMS Financial Management Products	Financial Automation Tools
1330-1430	DFAS SCA Speaker				
1430-1530	Pricing				

Audience: SC case managers.

Objective: The Program and Case Management course (SCM-CM) is designed for U.S. Government personnel who directly participate in the pre-development, development, implementation, execution and closure of foreign military sales (FMS) and building partner capacity (BPC) cases. Through instructor and student dialogue, group exercise and Military Department seminars; the course enables the student to understand and apply SC policies, procedures, methods, and information systems necessary for effective management of FMS and BPC programs.

Course Description: The course addresses a broad variety of topics involved in providing total package support for security cooperation programs. Topics include discussion of case management initiatives; case manager interfaces with the in-country Security Cooperation Organization (SCO); technology transfer issues; case management reports; letter of offer and acceptance processes; acquisition and contract considerations; training issues; logistics issues; case reconciliation and closure; use of the Security Cooperation Information Portal (SCIP) for case management; case writing division role; and Military Department current case management issues and policies.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0900	Welcome /Admin	BPC LOA Process	Training Issues in Case Management	Case Writing Division	DISCS Mission
0900-1000	Case Management Initiatives		Acquisition & Contract Performance Considerations		Case Execution Logistics Issues
1000-1030					
1030-1100					
1100-1130	Case Manager to SCO Interface/EUM	Group Exercise		Course Survey	
1130-1200					
1300-1400	Tech Transfer Issues Overview & MTCR	Seminar I (Army, Navy & AF)	Case Reconciliation & Closure Overview	Seminar II (Army, Navy & AF)	
1400-1600	DSAMS Case Management Reports		SCIP for Case Management		

CASE RECONCILIATION AND CLOSURE COURSE (SCM-CR)

Audience: FMS case management team members.

Objective: The Case Reconciliation and Closure Course (SCM-CR) is designed to provide personnel who are directly involved or concerned with Security Cooperation case and financial management a comprehensive understanding and application of the policies, methods, systems, and actions necessary for effective and continuous case and line reconciliation from implementation through final closure.

Course Description: This course is designed to provide the student the tools for on-going case reconciliation eventually leading to a more expeditious case closure. It provides an academic overview of the Security Cooperation case processes, financial management of cases, and case reconciliation and closure from the DoD perspective. Military department workshops provide hands-on training in case reconciliation methodology available to military department and DoD agency case and financial managers.

The first two days consist of classroom lecture and discussion covering the topics of Security Cooperation case processes, financial management, the DoD Reconciliation and Closure Guide, a DFAS SCA perspective, and a DSCA perspective on case reconciliation and closure. The remaining two and one half days are conducted as unique Implementing Agency (IA) workshops where the tools available for ongoing case reconciliation and ultimately closure are demonstrated, discussed, and analyzed in terms of exercises utilizing the IA unique data systems and products.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0900	Welcome Remarks / Admin Orientation / Course Introduction	DSCA	Implementing Agency: Reconciliation and Closure Workshop	Implementing Agency: Reconciliation and Closure Workshop	Implementing Agency: Reconciliation and Closure Workshop
0900-1000	Process / Financial Management				
1000-1130	Overview for Security Cooperation Cases	DFAS SCA			
1230-1330	Case Reconciliation and Closure Overview				
1330-1430					
1430-1600		DAU/DCMA			

Audience: FMS logistics managers.

Objective: The Logistics Support Course (SCM-CS) is designed to provide personnel who are involved in or concerned with foreign military sales (FMS) requisitions and materiel movement with a comprehensive understanding and application of the policies, procedures, systems, and actions necessary to move FMS materiel from its initial requisition through shipment to the customer's final destination. Gain an understanding of the functions of key organizations involved in materiel distribution, to include the International Logistics Control Organizations, Defense Logistics Agency, contractors, and freight forwarders.

Course Description: This is an advanced course in two parts. The first part is an online refresher course. The second part is a one-week resident course. Focus is on specific aspects of logistics such as the integration of the elements of the total package approach, requirements determination, requisition processing, with an emphasis on shipping and transportation considerations throughout the FMS case and requisition life cycle, responsibilities and relationships between organizations in the security cooperation and logistics community. Additional focus on reduction of frustrated and misdirected shipments, reducing supply discrepancy reports, and planning for material movement Pre-LOR. A required minimum score of 75 percent on the final exam, workshops and course work is required to receive a certificate of graduation.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0900	Welcome /Admin/ Intro	NATO Codification System	The Role of the Freight Forwarder	SCIP for Logistics	Logistics Support Focus #2
0900-1000	LOA Entries & The DSP-94				Roles & Responsibilities of DLA
1000-1030		Catalog Data	Pre-Case Logistics Planning		
1030-1100					
1100-1200					
1300-1400	MILSTRIP Requisition & The TCN	The MAPAD	Pricing & Billing Transportation Services	Logistics Support Focus #1	
1400-1430				Discrepancy Reporting	
1430-1600	Logistics Workshop #1	Logistics Workshop #2	Logistics Workshop #3	Logistics Workshop #4	

EXECUTIVE COURSE (SCM-E)

Audience: Senior U.S. Government (USG) personnel (O-6/GS-15 & above) and senior defense industry personnel.

Objective: The Executive U.S. Government (USG) and U.S. Defense Industry Course (SCM-E) is designed to provide senior-level management personnel an understanding of USG both security cooperation and security assistance purpose, policies, management structures, and execution processes.

Course Description: Conducted in the National Capital Region, SCM-E curriculum encompasses the full spectrum of security cooperation topics tailored to an executive level perspective. Course topics include SC legal authorities and policies; SC planning; overseas SC organization responsibilities; SC sales process; technology transfer policy; SC contracting policy; SC logistics support; partner training; SC financial policy; SC Information Portal (SCIP), and a comparison of Foreign Military Sales (FMS) to Direct Commercial Sales (DCS).

The course includes guest speaker presentations by the Defense Security Cooperation Agency (DSCA) on an executive perspective of SC; the Department of State (DoS) on current issues in SC; the Defense Technology Security Administration (DTSA) on technology transfer current issues; the Defense Acquisition University (DAU) on international acquisition and exportability; and the Foreign Procurement Group (FPG) on the international partner's perspective on FM.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday	
0800-0900	Welcome/ Admin	Security Cooperation Sales Process	Contracting for International Requirements	USG Logistics Support and the Total Program Approach	Financial Policies for Security Cooperation	
0900-0930	Building Partner Capacity through SC Programs and Policy		Current Issues in Security Cooperation (State Department Perspective)			International Acquisition and Exportability (DAU Perspective)
0930-1000						
1000-1100				A Comparison: FMS and DCS		
1100-1130				FPG International Perspective on FMS		
1300-1400	Whole of Government SC Planning	DSCA Executive Perspective	Technology Transfer and International Programs Security	International Training	Technology Transfer and International Program Security	
1400-1430	SCO Responsibilities And Relationships		LOA Standard Terms and Conditions	DTSA Technology Transfer Current Issues	SCIP Executive Introduction (USG Only)	
1430-1530						

INTERNATIONAL FINANCE, LOGISTICS, AND TRAINING COURSE (SCM-IFL/IFT)

Audience: International Partners.

Objective: SCM-IFL/IFT is designed to meet the needs of senior and mid-level military and civilian officials responsible for the financial, logistics, and or training management of FMS cases, including those funded by U.S. grants. This encompasses not only personnel in defense ministries, but may also include international liaison personnel assigned to U.S. organizations in CONUS, defense attachés, and foreign procurement officials.

Course Description: SCM-IFL is divided into three parts. The first part provides an overview of SC by addressing legislation, policy, and procedures; planning, programming, and budgeting; resource management; technology transfer and export controls; SC process; and acquisition and contract administration – all within the context of a security cooperation relationship with the U.S. The second part focuses specifically on logistics management, addressing initial support, sustainment, transportation, requisitioning, and discrepancy reports. The third part provides an in-depth look at financial issues by addressing funds management, pricing policies, and billing procedures. SCM-IFT offers the same curriculum as SCM-IFL, except the logistics track is replaced with a training track that focuses specifically on the development of training programs, student selection/administration, and automated tools available to international SA/SC training managers. The SCM-IFL/IFT curriculum includes an extensive Field Studies Program (FSP) that introduces students to the American way of life. All instruction is in English with lectures, practical exercises, and field trips. The course qualifies for expanded IMET (E-IMET). DISCS can also offer a comparable course in-country (without FSP) via a Mobile Training Team (MTT). SCM-IFL is offered 5 times a year and SCM-IFT is offered two or three times a year.

Course Length: 15 Days

SYLLABUS FOR WEEK 1

	Monday (1)	Tuesday (2)	Wednesday (3)	Thursday (4)	Friday (5)
0800	Welcome and Admin Orientation	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time
0830-0920	Intro to U.S. Military (I)	Security Cooperation Programs	Third Party Transfer PE	Foreign Military Sales Process	“Actionable” Letters of Request
0930-1020	Course Introduction		Foreign Military Sales Process	Foreign Military Sales Process PE	Building Partner Capacity LOA Process
1030-1130					SCO Responsibilities
					Class Picture
1230-1320	Communication Factors in the U.S.	International Technology Transfer and Export Controls	Foreign Military Sales Process	Field Studies Program - Aspects of American Way of Life	SCIP Introduction
1330-1420	Security Cooperation Legislation & Policy				SCIP Process PE
1430-1530	Student Registration – Pass & ID	EUM and Third Party Transfer			
1530-1630					
1700-1830			FSP - Intro to the U.S. Military (II)		

SYLLABUS FOR IFL WEEK 2

	Monday (6)	Tuesday (7)	Wednesday (8)	Thursday (9)	Friday (10)
0800	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time
0830-0920	FMS Acquisition Policy and Process	Logistics Support Programs	Requisition Processing	Discrepancy Reports	FMS Funds Management
0930-1020				Discrepancy Reports PE	
1030-1130	Int'l Armaments Cooperation	Logistics Support Programs PE	Requisition Processing PE	AFSAC/FLO Panel Discussion (Guest Speaker)	
1230-1320	"Actionable" LOR PE Preparation	Logistics Support Focus (Guest Speaker)	FMS Transportation Policy	SCIP Logistics PE	FMS Funds Management PE
1330-1420	International Training Management	Interpreting Catalog Data			
1430-1530		Interpreting Catalog Data PE	FMS Transportation Policy PE		"Actionable" LOR PE Preparation

SYLLABUS FOR IFT WEEK 2

	Monday (6)	Tuesday (7)	Wednesday (8)	Thursday (9)	Friday (10)
0800	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time
0830-0920	FMS Acquisition Policy and Process	Introduction to FMS Logistics	Advanced International Training	Use of SA Training Automation Systems	FMS Funds Management
0930-1020					
1030-1130	Int'l Armaments Cooperation	Intro to Advanced Int'l Training Management	Student Administration		
1230-1320	"Actionable" LOR PE Preparation	Advanced International Training	Student Administration	Use of SA Training Automation Systems	FMS Funds Management PE
1330-1420	International Training Management				
1430-1530			Use of SA Training Automation Systems		"Actionable" LOR PE Preparation

	Monday (11)	Tuesday (12)	Wednesday (13)	Thursday (14)	Friday (15)
0800	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time	Class Manager Time
0830-0920	FMS Pricing	Field Studies Program - Government and Education Systems	FMS Billing	SCIP Financial PE	"Actionable" LOR PE Evaluation
0930-1020					Surveys/Closing
1030-1130					
1230-1320	FMS Pricing PE		FMS Billing PE	Finance	
1330-1420				FMS/DCS Comparison	
1430-1530	"Actionable" LOR PE Preparation		Customer Case Management	"Actionable" LOR PE Preparation	

INDUSTRY COURSE (SCM-IN)

Audience: U.S. Defense Industry.

Objective: The Security Cooperation Management Industry Course (SCM-IN) is designed to meet the educational requirements of U.S. defense industry personnel involved in international sales. The purpose of this course is to familiarize the defense industry student with USG organizations, Security Cooperation (SC) and Security Assistance (SA) roles and responsibilities, and the legal and procedural policies that direct the execution of SC and SA programs. The goal of the course is to provide the student with the appropriate SC management methodologies in order to work effectively with the DoD in SC and SA program execution.

Course Description: SCM-IN is a US defense industry-centric course covering Security Cooperation topics applicable to US companies that want to learn about the Foreign Military Sales (FMS) process. This course is intended for any company that seeks to enter into, or expand their work in Foreign Military Sales. The students for this course should be industry personnel in the areas of marketing, sales, business development, FMS management, contracting, offsets, logistics support and/or finance.

Course Length: 3 Days

SYLLABUS

	Tuesday	Wednesday	Thursday
0830-0930	Welcome/ Admin	FMS Sales Process	Assessment #2 (0830-0930)
0930-1100	Intro to SC Management		Acquisition & Offset Policy (0900-1100)
1100-1200	SCO Responsibilities and Relationships		Financial Management of SC Cases
1300-1400	Technology Transfer & Export Controls		A Comparison of FMS and DCS
1400-1500		Logistics Orientation	“Actionable” LORs
1500-1600	FMS Sales Process	Agency Panel Discussion	Assessment #3/ Course Survey/ Graduation
1600-1630	Assessment #1		

LOCALLY EMPLOYED STAFF ADVANCED COURSE (SCM-LA)

Audience: Locally Employed Staff (LE Staff) working Security Cooperation at U.S. Embassies, who have previously attended the Security Cooperation Management Locally-Employed Staff Orientation (SCM-LO) Course.

Objective: This course is designed for personnel who have already attended the Security Cooperation Management Locally-Employed Staff Orientation (SCM-LO) Course, are working in Security Cooperation Offices (SCOs) in U.S. embassies around the world and due to increased responsibilities need a broader and deeper background in Security Cooperation Management.

Course Description: Updates personnel who previously attended the Security Cooperation Management Locally-Employed Staff Orientation (SCM-LO) Course on U.S. security cooperation (SC) legislation, policy, and procedures; Combatant Command regional specific SC programs and policies, the whole of government planning, letter and memorandum of request (LOR/MOR) development, international armaments cooperation, end-use monitoring, third party transfers advanced training in international training and SCO budget management, as well as more in-depth training on financial management and logistics of SC cases and the Security Cooperation Information Portal (SCIP) and the Overseas Humanitarian Assistance Shared Information System (OHASIS). Instruction is classroom-based, with reading assignments and practical exercises reinforcing lectures. All instruction is in English. This course is offered once or twice a year.

Course Length: 5 Days

SYLLABUS

	Monday (1)	Tuesday (2)	Wednesday (3)	Thursday (4)	Friday (5)
0830 0920	Course Intro	IAC Programs	SCIP Process PE	SCIP PE (Finance, Logistics & SCMS)	Advanced Training Management
0930 1020	SC Legislation and Policy Update	Financial Management of SC Cases	SCIP Process PE	SCIP PE (Finance, Logistics & SCMS)	Advanced Training Management
1030 1120	Regional (CCMD) SC Programs & Policies	Financial Management of SC Cases	Ethics and Standards of Conduct	SCIP PE (Finance, Logistics & SCMS)	OHASIS PE
1230 1320	Intro to Whole of Government SC Planning	Intro to FMS Logistics	SCIP EUM PE	Advanced Budget Management	OHASIS PE
1330 1420	"Actionable" MOR	Intro to FMS Logistics	SCIP EUM PE	Advanced Budget Management	DISCS Mission
1430 1530	MOR Practical Exercise	MOR Practical Exercise	MOR Practical Exercise	MOR Practical Exercise (Evaluation)	Graduation

LOCALLY EMPLOYED STAFF COURSE (SCM-LO)

Audience: Locally Employed Staff (LE Staff) working Security Cooperation at U.S. Embassies.

Objective: This course provides a functional knowledge of security cooperation and security assistance policies and procedures for Locally Employed Staff (LE Staff) who work in Security Cooperation Offices (SCOs) in U.S. embassies around the world. LE Staff were often known as Foreign Service Nationals (FSNs) or Personal Services Agreement personnel (PSAs).

Course Description: Addresses U.S. security cooperation (SC) legislation, policy, and procedures; US embassy operations; foreign military sales (FMS) processes; training management; resource management; contract administration; technology transfer and export controls; humanitarian assistance and foreign disaster relief; and other Title 10 security cooperation programs. Instruction is classroom-based, with reading assignments and practical exercises reinforcing lectures. All instruction is in English. This course meets International Program Security (IPS) training requirements of DoD Directive 5230.20. All instruction is in English. This course is offered once or twice a year.

Course Length: 10 Days

SYLLABUS FOR WEEK 1

	Monday	Tuesday	Wednesday	Thursday	Friday
0830 0930	Course Intro	Introduction to SC Programs (Title 22)	Intro to SC Training Management	Advanced International Training	Advanced International Training
0930 1030	Communication Factors in the U.S.	Intro to the Combatant Command	Advanced International Training	Advanced International Training	Advanced International Training
1030 1130	SC Legislation and Policy	Regional (CCMD) SC Programs	Advanced International Training	Advanced International Training	Advanced International Training
1230 1330	SCO Responsibilities and Relationships	Intro to Whole of Government SC Planning	Advanced International Training	Advanced International Training	Advanced International Training
1330 1430	U.S. Embassy Country Team	SC Information Resources & Tools	Advanced International Training	Advanced International Training	Advanced International Training
1430 1530	Field Studies Program Tour of WPAFB	Contact Programs	Advanced International Training	Advanced International Training	Advanced International Training

	Monday (6)	Tuesday (7)	Wednesday (8)	Thursday (9)	Friday (10)
0830 0920	Tech Transfer/ Export Control	Intro to SCIP	EUM/TPT	SCO Resource Management	SCO Budget Practical Exercise
0930 1020	FMS Process	SCIP Process PE	SCIP EUM Exercise	ICASS	SCO Budget Practical Exercise
1030 1120	FMS Process	SCIP Process PE	SCIP EUM Exercise	SAARMS Property Management	SCO Budget Practical Exercise
1230 1320	FMS Process	BPC LOA Process	HA, FDR & HCA	SCO Budget Practical Exercise	Intro to SPP/BAO
1330 1420	FMS Process	Acquisition	OHASIS PE	SCO Budget Practical Exercise	DISCS Mission
1430 1520	LOA Terms and Conditions	Combined Exercises and Related Programs	OHASIS PE	SCO Budget Practical Exercise	Graduation

OVERSEAS COURSE (SCM-O)

Audience: Primarily U.S. civilian security cooperation organization (SCO) personnel but also other overseas U.S. SC managers, including geographic combatant command (CCMD) staff officers and bilateral affairs officers (BAOs).

Objective: This course is designed to meet the educational requirements of SCO personnel, including assigned BAOs, and CCMD staff personnel directly supporting SCOs. The objective of this course is for the student to gain a working knowledge of SCO-relevant security cooperation (SC) policies and procedures. Graduates will have the basic skills to effectively perform in these positions.

Course Description: Core instruction is provided on the many complex and interrelated aspects of theater and country level SC engagement and the internal administrative and logistical support of SCOs. Specific topics include: the legal, political, economic, and cultural dynamics of DoD interactions with foreign defense and security establishments; the U.S. embassy environment; management of budget and other resources within the SCO, use of SC automated databases, international training management responsibilities, SC planning, and SC program management. Specialized track training options exist for certain advanced topics related to budgeting, financial management, and international training management. The course is implemented through a combination of instructor-driven lessons, guest speaker lectures, small group and individual exercises, and online learning. A fifth week option exists for select students involving further lecture, meetings, and other orientation activities in Washington, D.C.

Course Length: 19 to 23 Days.

STANDARD COURSE SYLLABUS (WEEK 1)

	Monday (1)	Tuesday (2)	Wednesday (3)	Thursday (4)	Friday (5)
0830	Welcome /Admin (0001)	Class Mgr (0043)	Class Mgr/SCO Lab Instructor Intro (0043/6970)	Class Mgr/Quiz 1 (0043)	Class Mgr (0043)
0900-0950	Course Intro (0003)	Tech Transfer/Export Controls (0312)	Intro to the Interagency Community (0563)	SCO Chief Perspective (0160)	FMS Process (0221)
1000-1050	Course Intro (0003 - includes IT)	Tech Transfer/Export Controls (0312)	Intro to SC Programs (6101)	SCO Chief Perspective (0160)	FMS Process (0221)
1100-1150	SCO Responsibilities & Relationships (0612)	SCIP Registration (0729)	Regional SC Programs (6108-6112)	SCO Entitlements (OL) (6940)	FMS Process (0221)
1150-1300	Lunch	Lunch	Lunch	Lunch	Lunch
1300-1350	Civilian Diplomatic Attire (OL) (6915)	Protocol (OL) (6910)	Protocol Dining (6911)	Regional Studies II (6321-6326)	DAO (0610) (Guest Speaker)
1400-1450	U.S. Embassy Country Team (0660)	Intro to Bandaria (6970)	SCO Resource Management I (0640)	Regional Studies II (6321-6326)	SC Log (Intro to Logistics) (0531)
1500-1550	Intro to SC Mgt in U.S. Foreign Policy (0049)	Planning 1 (0690) & PE	ICASS (0710)	Regional Studies II (6321-6326)	SC Log (Intro to Logistics) (0531)
1600-1650	Regional Studies I (6311-6316)	Planning 1 (0690) & PE	Prep for Social and Protocol Dinner (0020)	FMS Process (0221)	*Overseas Crisis Mgt Readiness (OL) (6935) or AFSAC CCM Discussion (0007)
-1800		Late Day 1 Dealing w/the Press (OL) (6930)	No-Host Social & Protocol Dinner (0949)		

STANDARD COURSE SYLLABUS (WEEK 2)

	Monday (6)	Tuesday (7)	Wednesday (8)	Thursday (9)	Friday (10)
0830	Class Mgr (0043)	Class Mgr (0043)	Class Mgr (0043)	Class Mgr/Quiz 2	Class Mgr
0900-0950	LOA T&C (0328)	Planning 2 (0691) & PE	Finance 1 (0406)	Defense Institution Building (0679)	SCO Lab 1 Evaluation (6970)
1000-1050	BPC Process (0246)	Contact Events, Exercises, & Related Programs (0138)	Finance 1 (0406)	Acquisition 1 (Policy & Offsets) (6510)	SCO Lab 1 Evaluation (6970)
1100-1150	EUM/TPT (0607)	SCO Lab 1 Prep (6971)	Planning 3 (0692) & PE	Acquisition 2 (IACP & ACSAs) (6520)	DoS Perspective (0813) (Guest Speaker)
1150-1300	Lunch	Lunch	Lunch	Lunch	Lunch
1300-1350	Reality Check 1 (6961)	*Visitor Management (OL) (6920) <u>or</u> <u>AFSAC CCM Discussion (0007)</u>	Reality Check 2 (6962)	*Ethics (OL) (6925) <u>or</u> <u>AFSAC CCM Discussion (0007)</u>	SCO Budgeting (6687)
1400-1450	Int'l Training Mgt (0902)	Intro to SCIP SCMS PE (0262)	Adv ITM 1 (Program Managers) (0811) <u>or</u> <u>SCO Lab 1 Prep</u>	Regional III (6331-6336)	Adv ITM 2 (Program Managers) (0811) <u>or</u> <u>SCO Lab 2 Prep</u>
1500-1550	Int'l Training Mgt (0902)	SCIP Case Info (0262) & PE	Adv ITM 1 (Program Managers) (0811) <u>or</u> <u>SCO Lab 1 Prep</u>	Regional III (6331-6336)	Adv ITM 2 (Program Managers) (0811) <u>or</u> <u>SCO Lab 2 Prep</u>
1600-1650	Int'l Training Mgt (0902)	SCIP Case Info (0262) & PE	Adv ITM 1 (Program Managers) (0811) <u>or</u> <u>SCO Lab 1 Prep</u>	Regional III (6331-6336)	SCO Lab 2 Prep (6972)
-1800			Late Day 2 Library		

STANDARD COURSE SYLLABUS (WEEK 3)

	Monday (11)	Tuesday (12)	Wednesday (13)	Thursday (14)	Friday (15)
0830	Class Mgr	Class Mgr (0043/6955)	Class Mgr (Register for OHA-SIS) (0043/0668)	Class Mgr/Quiz 3 (0043/6956)	Class Mgr (Review HR Reports) (0669)
0900-0950	Actionable LORs/ MORs (0245)	SCIP EUM PE (0600)	Adv ITM 3 (Student Administrators) (0811) <u>or EUM Simulation</u>	Adv ITM 4 (SC-TMS: Program Managers) (0811) <u>or SCO Lab 2 Prep</u>	SCO Lab 2 Evaluation (6970)
1000-1050	SCO Lab 2 Prep (6972)	SCO Lab 2 Prep (6972)	Adv ITM 3 (Student Administrators) (0811) <u>or EUM Simulation</u>	Adv ITM 4 (SC-TMS: Program Managers) (0811) <u>or SCO Lab 2 Prep</u>	SCO Lab 2 Evaluation (6970)
1100-1150	SCO Lab 2 Prep (6972)	SCO Lab 2 Prep (6972)	Adv ITM 3 (Student Administrators) (0811) <u>or EUM Simulation</u>	Adv ITM 4 (SC-TMS: Program Managers) (0811) <u>or SCO Lab 2 Prep</u>	Vendor Perspective (ALESA) (0117) (Guest Speak-
1150-1300	Lunch	Lunch	Lunch	Lunch	Lunch
1300-1350	Regional IV (6341-6346)	Reality Check 3 (6963)	IPS 1 (OL) (0322) <u>or SCO Lab 2 Prep</u>	Reality Check 4 (6964)	Regional V (6351-6356)
1400-1450	Regional IV (6341-6346)	Ethics & Standards of Conduct (0656)	MOR PE (0290)	Counter-Intel (0700) (Guest Speaker)	Regional V (6351-6356)
1500-1550	Regional IV (6341-6346)	Intro to MOR PE (0271)	SCO Budget PE 1 (6686)	Adv ITM 5 (SC-TMS: Student Administrators) (0811) <u>or SCO Lab 2 Prep</u>	Regional V (6351-6356)
1600-1650	*Personnel & Admin (OL) (0617) <u>or AFSAC CCM Discussion (0007)</u>	MOR PE (0290)	SCO Budget PE 1 (6686)	Adv ITM 5 (SC-TMS: Student Administrators) (0811) <u>or SCO Lab 2 Prep</u>	*SCO Lab 3 Prep (6973) <u>or AFSAC CCM Discussion (0007)</u>
-1800		Late Day 3 Library			

STANDARD COURSE SYLLABUS (WEEK 4)

	Monday (16)	Tuesday (17)	Wednesday (18)	Thursday (19)	Friday (20)
0830	Class Mgr (0043/6957)	Class Mgr (Show HR Video) (0670)	Class Mgr/Quiz 4 (0043/6958)	Class Mgr (0043)	Class Mgr (0043)
0900-0950	Adv ITM 6 (SC-TMS: Student Administrators) (0811) <u>or SCO Lab 3 Prep</u> (6973)	Human Rights - DIILS (0661) (Guest Speaker)	Regional VI (6360-6366)	SCO Budget PE 7 - Practicum (Analysts) (0641) <u>or SCO Lab 3 Prep</u>	SCO Lab 3 Evaluation (6970)
1000-1050	Adv ITM 6 (SC-TMS: Student Administrators) (0811) <u>or SCO Lab 3 Prep</u>	Foreign Disaster Relief (6690) (Guest Speaker)	Regional VI (6360-6366)	DSCA Exec Perspective (0157) (Guest Speaker)	SCO Lab 3 Evaluation (6970)
1100-1150	HA & HCA (6680)	OHASIS PE (6695)	Regional VI (6360-6366)	SCO Lab 3 Prep (6973)	SCO Lab 3 Evaluation (6970)
1150-1300	Lunch	Lunch	Lunch	Lunch	Lunch
1300-1350	IPS 2 (OL) (0322) <u>or SCO Lab 3 Prep</u>	*Online Classes (0007) <u>or AFSAC CCM Discussion (0007)</u>	Reality Check 5 (6965)	*Online Classes (0007) <u>or AFSAC CCM Discussion (0007)</u>	Closing Remarks (0010)
1400-1450	Intro to USAID (6683) (Guest Speaker)	SCO Budget PE 3 - Preferences (All Except Analysts) (0641) <u>or FMS Billing</u> (0432)	SCO Budget PE 5 - Awards (Analysts) (0641) <u>or FMS Billing</u>	Comparison of FMS vs DCS (6530)	DISCS Mission (0039)
1500-1550	SCO Budget PE 2 - Overview (Chiefs et al) (0641) <u>or SCO Lab 3 Prep</u>	SCO Budget PE 4 -IAAs (Analysts) (0641) <u>or FMS Billing</u>	SCO Budget PE 5 - Awards (Analysts) (0641) <u>or FMS Billing</u>	SCO Lab 3 Prep (6973)	Final Survey/ Certificates (0007)
1600-1650	SCO Budget PE 2 - Overview (Chiefs et al) (0641) <u>or SCO Lab 3 Prep</u>	SCO Budget PE 4 -IAAs (Analysts) (0641) <u>or FMS Billing</u>	SCO Budget PE 6 - GPC (Analysts) (0641) <u>or SCO Lab 3 Prep</u>	MOR PE Evaluation (0270)	Authorized Travel
-1800		Late Day 4 Library			

STANDARD COURSE SYLLABUS (WEEK 5)

	Day 1*	*Course begins on Monday - Tuesday when Monday is a federal holiday	Day 2		Day 3
0800-0830	Admin Remarks & Welcome	0830-1100	DSCA IRT Consultations	0800-0950	SAF/IA Presentations
0830-1000	SC Governance Panel & Break	1100-1245	In-Transit & Lunch	0950-1100	USAF Program Consultations
1015-1130	DIB Round Table			1130-1430	Army Programs and Consultations
1230-1330	Logistics Round Table	1300-1400	DoS Presentations	1445-1600	Maritime Consultations
1345-1445	Technology Transfer	1400-1550	DoS Regional Desk Consultations	1600-1630	Admin/Course Survey
1500-1600	OSD-P & JS Country Desk Consultations	1600-1630	Return to PNT and Lodging		SCOs should plan to conduct appointments and office calls on Day 4 (Thursday/Friday)
1600-1630	Administrative	1730-1930	No-host Social (optional)		Current as of 05 OCT 2018

Audience: National Capital Region (NCR), Geographic and Functional Combatant Commands, Component Command personnel working SC.

Objective: The Security Cooperation Management Policy Programs and Planning (SCM-P3) Course, previously known as the Action Officer Course (SCM-AO) provides a functional knowledge of security assistance/security cooperation planning considerations, authorities, funding and roles of the Department of State (DoS), Department of Defense (DoD), and other members of the U.S. government interagency. This course meets International Program Security (IPS) training requirements of DoD Directive 5230.20.

Course Description: Instruction is provided on the many complex and interrelated aspects of security assistance and security cooperation. These include the role of the Department of State in foreign policy, that of the Department of Defense in national defense, and that of the Congress in the areas of authorization, appropriation, and oversight. The functions and responsibilities of the geographic combatant commands, the Defense Security Cooperation Agency (DSCA), and the Military Departments (MILDEP) are also addressed. The emphasis of the curriculum is on the roles, planning considerations, authorities, funding, policies and procedures involved in the management of security assistance and security cooperation programs/activities in a headquarters staff environment.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0830 0920	Course Intro	Policy Perspective	Tech Transfer/ Export Control	HA, FDR & HCA	Senior Leader Perspective
0930 1020	Intro to SC Management	Whole of Govern- ment SC Planning	FMS Process	Combined Exercise Program Execution	Country Needs Assessment PE
1030 1120	SCO Responsibilities	Interagency	Pseudo LOA Process for BPC	G-TSCMIS	
1230 1320	The Embassy Country Team	Planning PE	Acquisition	EUM/TPT	Capstone PE
1330 1420	Intro to SC Programs	Contact Programs	SC Information Re- sources & Tools	USAID Perspective	DISCS Mission
1430 1520	Intro to SC Programs PE	International Training Management	DoS Perspective	Desk Officer Perspective	End of Course Exam
1530 1620	Intro to Bandaria & PE Requirements	Country Needs Assessment Group Study	Country Needs Assessment Group Study	Country Needs Assessment Group Study	Student Survey Closing Remarks

STATE PARTNERSHIP PROGRAM COURSE (SCM-SP)

Audience: Personnel supporting U.S. State partnership program.

Objective: This course is designed to provide mid-level security cooperation education and an introduction to security assistance and security cooperation for U.S. military and civilian personnel serving within the DoD State Partnership Program (SPP) community which supports U.S. international security cooperation/assistance programs. The general course objective is to furnish students with a basic understanding of the SPP, emphasizing security cooperation administration, planning organization, and operations, as well as emphasizing the interaction and constraints of the SPP with DoD security assistance activities.

Course Description: Instruction is provided on the State Partnership Program and the many and interrelated aspects of the SPP with security assistance and security cooperation activities. These include the role of the Department of State in foreign policy, that of the Department of Defense in national defense, and that of the Congress in the areas of authorization, appropriation, and oversight. The functions and responsibilities of the National Guard Bureau and the State Guard headquarters, the COCOMs, DSCA, and the Military Departments (MILDEPs) are also addressed. The syllabus lists the various topics covered in this course. The emphasis of the curriculum is on the policies and procedures involved in the operational management of security assistance and security cooperation activities within the scope of the State Partnership Program.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0850	Welcome Remarks Course Introduction	Ethics and Values	Regional Studies I	International Programs Security and Technology	State Partnership Program Planning Exercise
0900-0950	Introduction to State Partnership Program	Security Cooperation Sales Process			
1000-1050		Whole of Government Planning	International Training Management	State Partnership Operations	
1100-1200	Introduction to Security Cooperation Management				
1300-1350	Country Team and SCO Responsibilities	Introduction to Security Cooperation Programs			
1400-1450		Introduction to USAID	DISCS Mission 1600-1630		
1500-1600	Combatant Command Seminar	Security Cooperation Planning Information Resources & Tools			

Audience: Two-star or equivalent GO/FO/SES USG personnel and international students of equivalent rank.

Objective: The Senior Executive Tutorial course is designed to meet the priority security cooperation orientation requirements of senior-level personnel unable to attend the full 5-day SCM-E (Executive) course.

Course Description: This course succinctly provides senior leaders with a fundamental understanding of key tenets of the USG's SC Enterprise. The curriculum presented is a modified version of the 5-day SCM-E (Executive) course tailored to the requirements and schedule limitations of the respective senior leader. Specific emphasis is placed on the SC elements that have significant interface within the respective senior leader's area of responsibility. The SCM-STC course is conducted at the Defense Security Cooperation Agency Headquarters in Arlington, VA on a 2.5 day schedule. Standard topics include SC legal authorities and policies; DSCA overview; SC planning; overseas SC organization responsibilities; end-use monitoring; SC sales process; technology transfer policy; SC contracting policy; SC logistics support; partner training; SC financial policy; SC Information Portal (SCIP), and a comparison of Foreign Military Sales (FMS) to Direct Commercial Sales (DCS).

Course Length: 2.5 Days

SYLLABUS

	Monday	Tuesday	Wednesday
0830-0835	Admin Orientation / Course Description		
0835-0930	Introduction to SC / Legislation & Policy	Financial Policies for Security Cooperation	SCIP Executive Introduction
0930-1000			Technology Transfer & IPS Requirements
1000-1030	DSCA Overview	USG Logistics Support & Total Program Approach	
1030-1100	SCO Responsibilities, Planning & End-Use Monitoring		
1100-1130			
1130-1200			
1230-1330		BPC Through International Training	
1330-1500	Security Cooperation Sales Process	Acquisition Overview & FMS / DCS Comparison	
1500-1600	Faculty Consultation / Independent Study	Faculty Consultation / Independent Study	

TRAINING OFFICER / TRAINING MANAGER COURSE (SCM-TO/TM)

Audience: U.S. international military student officers (IMSO) and training managers.

Objective: The Training Officer (TO) course is designed to meet the needs of the International Military Student Offices (IMSO) at the installation level. The Training Manager (TM) course is designed for personnel with duties involved with international training activities at the military department level and above.

Course Description: The TO course provides a comprehensive overview of Security Cooperation (SC) and Security Assistance (SA) management, and the inter-relationships of the IMSO and the International Military Student (IMS). The curriculum explores SC legislation, SC/SA organizations and functions. In addition, the curriculum examines student administration, Invitational Travel Order (ITO), IMS health entitlements while attending SC/SA training, U.S. Field Studies Program (FSP), cross-cultural considerations that impact the IMSO IMS environment, use of the Security Assistance Network (SAN) and Security Cooperation - Training Management System (SC-TMS). The curriculum further provides a review of service-unique: organizations, student administration procedures, FSP practices and funding. The TM Course also presents a survey of the wide variety and principle features of SC/SA legislation and policy, introduces the student to the role of the SCO in support of U.S. national security strategy and other supporting DoD and DoS strategic guidance, and examines the various SC planning documents and processes for the execution of SC, with emphasis on training and the Combined Education and Training Program Plan (CETPP). The TM course also provides an overview of the entire life cycle of an FMS case with particular emphasis on international training, and financial management regulations that determine tuition pricing.

Course Length: 5 Days

SYLLABUS

	Monday	Tuesday	Wednesday	Thursday	Friday
0800-0900	Welcome /Admin/ Course Intro	Student Admin	MILSVC Unique Instruction	U.S. FSP Practical Exercise	Cultural Aspects: Latin America
0900-1000	Intro to Security Cooperation Mgmt.			Tech Transfer & IPSR	Cultural Aspects: Africa
1000-1030					
1030-1100	International Training Mgmt.				
1100-1130					
1130-1200			Cultural Aspects: Middle East		
1200-1230					
1230-1330	International Training Mgmt.	Training Program Automation	MILSVC Unique Instruction	Cultural Aspects: Asia	
1330-1400	Student Administration				SC-TMS Practical Exercise
1400-1500					
1500-1600					

FAMILIARIZATION COURSE (SCM-FA)

Audience: All personnel requiring basic knowledge of Security Cooperation.

Objective: The SCM-FA course serves as a familiarization to security cooperation as conducted by the United States Government with many partner nations around the world.

Course Description: This course provides baseline of information on security cooperation policies, programs, planning, implementation and execution by the Department of Defense in support of United States national security and foreign policy objectives. The course includes a 4-page printable Continuity Book which captures the main instructional points in each of six modules. It also contains a list of acronyms and key terms.

Course Length: 1.5 hours

INTERNATIONAL PROGRAM SECURITY REQUIREMENTS COURSE (IPSR)

Audience: All personnel (U.S. Government and U.S. Industry) working in Security Cooperation.

Objective: The IPSR course is designed to train DoD employees and US industry personnel in the laws, policies, and procedures that protect sensitive and classified US technology and information. In 1999, the Deputy Secretary of Defense mandated training for “all DoD personnel responsible for negotiating, overseeing, managing, executing or otherwise participating in international activities...” (subsequently codified in DoD Directive 5230.20, Visits, Assignments, and Exchanges of Foreign Nationals). The DoDD 5230.20 training requirement for international programs security can be satisfied by any of the following courses: graduation from the IPSR course (described below); graduation from DISCS SCM-C, SCM-O, or SCM-OM (post October 2000); or, graduation from DISCS SCM-AO, SCM-SP, SCM-LO, SCM-E, or SCM-TM, SCM-TO/TM, or SCM-STC tutorial (post October 2012).

The Defense Acquisition University course ACQ 130 Fundamentals of Technology Security/Transfer (FTS/T), also fulfills the training requirement of DoDD 5230.20.

Course Description: The IPSR course covers the principles and procedures that govern and facilitate international technology transfer, export controls, and foreign disclosure. Specific lessons address processes for international program security, controlled unclassified information (CUI), foreign government information (FGI), the National Disclosure Policy (NDP), and the International Traffic in Arms Regulations (ITAR). The export approval and license process is covered along with the role of the Defense Security Service (DSS). Other topics include visits and assignments of foreign nationals, the Committee on Foreign Investment in the United States (CFIUS) and Foreign Ownership, Control or Influence (FOCI), and the transfer of classified information.

Course Length: 16 hours

MISSILE TECHNOLOGY CONTROL REGIME COURSE (MTCR)

Audience: All U.S. personnel working with MTCR duties/issues.

Objective: The purpose of the Missile Technology Control Regime online course (MTCR-OL) is to train selected DoD personnel in recognizing and controlling the export of missiles/UAVs and related technologies that have the potential for use in the delivery of weapons of mass destruction. The regime and supporting documentation were designed to assist in the implementation of national export controls to monitor, control, and deny exportation of these critical technologies.

Course Description: This is a facilitated online course which provides a familiarization with the MTCR basic guidelines and the relevant review process for Foreign Military Sales (FMS) cases. A discussion of the FMS process and the relationship of the MTCR to the Arms Export Control Act (AECA) and International Traffic in Arms Regulations (ITAR) provide the students a framework for understanding the need for thorough reviews of items provided on Letters of Offer and Acceptance (LOA). The course includes a basic missile overview to assist students in understanding the general terminology, types of missiles, and components associated with controlled items on the MTCR Annex to the U.S. Munitions List. In addition, students are introduced to the roles and responsibilities of the Departments of State, Commerce, and Defense.

The DISCS faculty facilitator interacts with students for the duration of the course directly via emails and discussion boards using DISCS's Blackboard learning management system. Students are assigned to working groups at the beginning of the course and are able to interact with fellow students and the course facilitator. Groups are intentionally kept small to facilitate student interaction. Typically student groups will not exceed seven students.

Course Length: 20 hours

ORIENTATION COURSE (SCM-OC)

Audience: All Security Cooperation personnel as soon as assigned to an SC position.

Objective: The Security Cooperation Management Orientation Course-Online (SCM-OC-OL) is an introduction to security assistance and security cooperation programs and processes for individuals who are involved occasionally with Foreign Military Sales or Building Partner Capacity programs, not on a full-time basis. Graduates of SCM-OC-OL who require more training can be scheduled for the one-week resident Security Cooperation Management CONUS Course (SCM-C or on-site SCM-CX), or other follow-on instruction as determined by their supervisor and DISCS.

Additionally, this online course serves as one of the two prerequisites for attendance at the resident SCM-C or SCM-CX. If you are taking this course as a prerequisite, you must complete it NO EARLIER than six months and NO LATER than 10 calendar days before the start date of the follow-on resident course. We encourage all SCM-OC-OL graduates planning to enroll in SCM-C to review their SCM-OC-OL material before reporting to SCM-C.

Course Description: SCM-OC-OL contains 10 modules on topics in most functional areas of security assistance and security cooperation management. In progressing through each module, the student will view graphics with key instructional points, listen to the instructor-narrated text and address points on a graphic, and follow along by reading the text of the instructor's remarks at the bottom of the screen.

The course offers the advantage of immediate training beyond that of the SC-FAM-OL (Security Cooperation Familiarization-Online) Course for employees as soon as they are assigned to a security cooperation position. Each module has a built-in e-mail link to the DISCS faculty that allows student communication with the instructor in the event a student has a question or concern about the material.

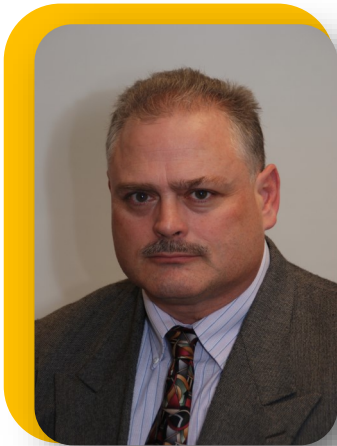
Course Length: 15 hours



Dr. Ron Reynolds
Commandant



Dr. Mark Ahles
Deputy Commandant



Dr. Ernie McCallister
Director of
Curriculum Development



Mr. Don McCormick
Director of Instruction



Mr. Dan Eagle
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Mr. Bart Chess
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